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GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
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MICHAEL F. KELLY
COMMISSIONER

JAY BRADSHAW, EMT-P
DIRECTOR

**Examination Committee Meeting
Tuesday, June 16, 1998
Maine EMS Conference Room, Augusta**

Minutes

Present: J. LeBrun, R. Doughty, D. Bahr, T. Beals, J. Vaniotis, E. Ekholm, E. Charles.

Staff: D. White

1. Call To Order

- A. Introductions - None
- B. Assign Timekeeper - Jacky Vaniotis agreed to be timekeeper for the meeting.
- C. Additions/Deletions to the Agenda - None

2. Minutes - May 19, 1998, meeting minutes - review for acceptance

The minutes of the May 19, 1998, meeting were reviewed. E. Ekholm noted that the minutes did not include attendees at the meeting. D. White indicated that omission of attendees was an oversight on the part of staff and that attendee names are normally included as part of the minutes.

MOTION: TO ACCEPT THE MINUTES OF THE MAY 19, 1998, MEETING WITH THE CORRECTION THAT ATTENDEES BE INCLUDED IN THE MINUTES (DOUGHTY;EKHOLM - MOTION CARRIES).

3. Old Business

- A. Examination Process/*Examination Administrators Manual*

The Committee continued work on the *Manual* - beginning with the section entitled "*Time Limits*". Work will commence at the September meeting with the section entitled "*Candidate Score Sheets*".

B. Intermediate/Paramedic Skillsheets - Revision

Work on the Cardiac skillsheets continued beginning with the review of E. Ekholm's revision of "PEA skillsheet". Work will continue in September with the "Paramedic Airway" skillsheet.

There was extensive discussion regarding the sequencing of skills - Can an examinee "go back" during a practical exam to correct an error or omission that occurred earlier in the station.

Consensus of the group was to review National Registry requirements and include the topic on next meeting's agenda.

C. Data Collection/Review *Examiner Payment* Draft

Committee discussion included costs of exam setup; and, the amount of information required on *Examiner Payment Form*. This topic to be included in the next agenda.

D. Practical Examination Rotation Record - No action

E. Paramedic Exam

D. White reported that the Paramedic examination is ready for printing.

F. First Responder Curriculum - Tabled

G. Ambulance Attendant/Critical Care Examinations - Tabled

H. July Meeting

Consensus of the Committee was to cancel the July and August meetings and reconvene in September.

4. New Business - None

5. Next Meeting

The next meeting will be held on September 15, 1998, at 9:30 a.m. at Maine EMS in Augusta.

A. Set Agenda

Next agenda to include:

Examination process/*Examination Administrators Manual*
Intermediate/Paramedic Skill Sheets
Examiner Payment Draft
Practical Examination Rotation Record
Paramedic Exam

First Responder Curriculum - Examination considerations
Ambulance Attendant/Critical Care Examinations

6. Adjournment - The meeting was adjourned at 3:22 p.m.

Respectfully submitted,

Drexell White